



Gusford Primary School

The *Active Learning* Trust

"Together we believe, learn and achieve"

Minutes of Meeting of Full Governing Body held on 30th November 2020 @ 5.00pm (via Zoom)

Members:	Mrs Claire Claydon	Headteacher	CC
	Mrs Emma Clifton	Trust	EC
	Ms Samantha Collins	Parent	SC
	Ms Jenny Milsom	Chair	JM
	Ms Lisa Wood	Parent	LW
	Mr Jon Wynne	Trust	JW
	Mr Jonathan Eddy	Trust	JE
Absent:	Mrs Nicola Griffiths	Trust	NG
In Attendance:	Pippa Wake	Assistant Headteacher	PW
	Mrs Liz Talbot	Clerk	LT
	Mrs Hannah Cagney	Deputy Headteacher	HC
	Mrs Kerry Hawes	Business Manager	KH

No.	Item	Explanation	Who	When
1.	Apologies/Welcomes/Resignations			
		No apologies were received prior to the meeting but NG was not in attendance therefore consent to absence was not given. JM welcomed all attendees and thanked them for being available for this meeting.		
		Membership: The following changes were reported:		
		There were no changes to report.		
2.	Pecuniary and other interests			
		There were no declared interests relevant to this meeting. Completion of updated Declaration of Interests Forms LT advised that she has received completed Declaration Forms from all governors except one. Once this is received the Register of Interests will then be complete and sent to ALT and CC for the school website.		
		<u>Actions Agreed</u>		
		<ul style="list-style-type: none"> Remaining Declaration of Interest Form to be returned and the Register of Interests to be completed and circulated as appropriate. 	NG/LT	ASAP
3.	AOB for end of Meeting			
		<ul style="list-style-type: none"> JM explained that whilst it is necessary for significant additional items to be added as AOB the Head and Chair agreed that is important to let the meeting flow, so they 		

	do not require questions for the Head to be asked in advance of the meeting as suggested in the Governor Handbook.		
4.	Confirmation of previous minutes		
	The minutes of the previous FGB meeting held on 5th October 2020 were reviewed and were agreed as a true and accurate record of the meeting with no additional updates required.		
	Matters Arising from 5th October 2020		
	<p>The following matters arising updates were noted:</p> <p>Pupil Voice Survey – CC advised that this survey has gone live today through the Google classrooms and will be completed throughout the week.</p> <p><u>SC asked if this is being completed by pupils whilst they are in school?</u> CC confirmed that they are going into the IT suite to do this, so it is timetabled.</p> <p><u>SC also asked if the results would differentiate between those pupils learning in school, learning at home, or learning in a bubble</u> and CC advised that she would have to investigate this outside this meeting.</p> <p>Safeguarding presentation & Training requirements – LT advised she has contacted the Trust and is still waiting for a full reply. However, there are relevant courses available to book through Schools Choice which may be available through the Governor Hub instead so she will be pursuing this further and will advise when clarified.</p> <p>Acronyms – HC has provided a list which covers acronyms in the area of Data and is included in the presentation under Item 7 below.</p> <p>One-page Summary of School Development Plan (SDP) – CC confirmed that this is included in the Heads Report under Item 6 below.</p> <p>Skills Matrix for Governors – LT advised that she is still waiting for one and will complete the NGA Skills Matrix once this is received and pass this on to JM for future reference.</p> <p>Governing Body meetings Work plan for the year – LT is waiting for ALT to respond to her query in this regard.</p> <p>Overview of School Assessment and Achievement Meetings – This is covered under Item 7 below.</p> <p>Parent Questionnaire to be produced and circulated through Parentmail – CC advised that this is carried forward to Spring 2021.</p> <p><u>JM asked if the questionnaire can be circulated to Governors before it is sent out so that they can make any comments within 5 days</u> and CC agreed to this.</p> <p><u>SC and JW both raised concerns around current parent perceptions and the impact this is having on the reputation of the school.</u> CC advised that they usually base the survey around the Ofsted questionnaire which covers whether or not children are feeling safe etc and they then add a question for parents to highlight anything they think the school is doing well and anything they think needs improvement so this should pick up these concerns.</p> <p>Question of centralised contract cleaners to be raised with ALT – KH advised that this is currently not high on the agenda for the Trust, particularly as one of the schools in Ipswich is now moving away from a centralised contract, in line with all other Trust schools.</p>		

	<p>Reports to be produced from ‘My Concerns’ portal – This is covered under Item 6 below.</p> <p>All other Matters Arising were completed prior to this meeting.</p>		
	<p><u>Actions Agreed</u></p> <ul style="list-style-type: none"> ● Advise Governors whether pupil voice survey differentiates between learning methods. CC ● Safeguarding Presentation availability to be investigated and Training requirements to be reviewed before the next meeting. LT ● Skills Audit Form to be returned to LT and Skills Matrix to be completed. NG/LT ● Governing Body meetings Work Plan to be produced. LT ● Parent Questionnaire to be circulated to governors for comment before publication. CC 		<p>ASAP</p> <p>25/01/21</p> <p>ASAP</p> <p>ASAP</p> <p>25/01/21</p>
<p>5.</p>	<p>Trust Business & Chair’s Actions</p>		
	<p><u>Trust Business</u> The New ALT Governor Handbook</p> <ul style="list-style-type: none"> ● LT advised that she is querying the change detailed in the handbook which suggests that the Term of office for Trust Governors has changed from 4 years to 3 years. ● LW noted that the list of questions like interview questions for Governors re: Ofsted questions looks like a good list to start with when looking at Governors preparation work. JM agreed that this would be a good starting point for their next meeting which could be mainly dedicated to this topic and she and CC will work on their plan for this. ● CC added that she has another list that Heads sent her which she will cross reference and share also. ● CC noted that it refers to the Head Teachers and Governors Pay Committee where she believes that in ALT it is the CEO that does this. CC will query this with the Trust. ● SC recalled the suggestion of having a folder storing all the useful documents including the suggested one page SDP summary, for easy Governor access. JM agreed that there needs to be an executive summary document and she and CC will discuss this further at their next one to one meeting. ● Moving to governor hub going forward but will not be happening before Christmas. LT to chase the Trust for a date on this. <p>Update from Chairs Meeting</p> <ul style="list-style-type: none"> ● At the next Chairs meeting there will be a presentation on the Governor hub. <p>Preparation for Ofsted Training feedback</p> <ul style="list-style-type: none"> ● This is covered under Item 13 below. <p><u>Chairs Actions</u></p> <ul style="list-style-type: none"> ● JM advised that there were no Chairs Actions to share at this meeting. However, she pointed out that there were two complaints received by the Chair over the weekend which are being dealt with in accordance with the ALT Complaints Policy. JM acknowledged, on behalf of Governors, how difficult it is running any educational establishment at the moment. 		

	<ul style="list-style-type: none"> ● JM noted that CC has now approached the CEO requesting support for the Senior Leadership Team (SLT) and the Trust have confirmed they will provide swift support with regards to sharpening up the SIP and SEF, the Stakeholder Surveys, Restructure planning and the Safeguarding Lead, Shirley Young will be visiting to look at this area including behaviours and bullying issues. CC confirmed that they are also already working with a colleague at a Special School looking at provision for Special Educational Needs (SEN). JM acknowledged that this seems to be a good provision of support and will also address the capacity for SLT to deal with everything that is happening now, including the pandemic. ● CC clarified that the SEN review and Safeguarding review is something that is happening at all Trust schools. She is concerned that the SLT are spending a lot of time firefighting, so it is difficult to get on to the strategic items. 		
	<p><u>Actions Agreed</u></p> <ul style="list-style-type: none"> ● To query the term of office for Trust Governors as detailed in the new Governor Handbook. ● To query reference to Headteacher and Governors Pay Committee in the new Governor Handbook. ● SDP executive summary document to be discussed in next Head/Chair meeting. ● Update on move to Governor Hub to be sought. 	<p>LT</p> <p>CC</p> <p>JM/CC</p> <p>LT</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>
<p>6.</p>	<p>Headteacher’s Report [Standing Item]</p>		
	<p>CC provided Governors with a copy of her Headteacher’s Report prior to the meeting and summarised as follows: CC noted that she has discussed with JM the need to have useful comparisons to the previous year within the Report and has included these where possible this time and will do going forwards.</p> <p>Numbers on Roll</p> <ul style="list-style-type: none"> ● 574 on roll compared to 579 last year. ● The number of Pupil Premium (PP) pupils has significantly increased to 31.1% from 23.5% last year. HC monitors this area and has recognised this is the highest it has ever been. ● English as a 2nd Language (EAL) numbers are up from 7.4% to 8.8%. ● The 4 Fixed Term exclusions are children who have never been excluded before which is unusual. <p><u>SC asked if this is 4 different children or 4 different incidents?</u> CC clarified that this is 3 different children in 4 different incidents.</p> <p><u>SC asked if they are 1st Year at Gusford</u> and CC clarified that they are not 1st year.</p> <p><u>JM asked what behaviour is involved in these incidents</u> and CC clarified that the first was a premeditated physical assault resulting from a family feud. HC added that there was no lead up or indicators to suggest this would happen. The remainder are Social Emotional Mental Health (SEMH) issues with the children who since returning to full time education have had difficulty settling back in. However, they have now made a lot of progress and had a lot of support around them, so we are seeing the results of this.</p> <p><u>JE asked what the process is for excluding children</u> and CC explained that they follow the ALT Behaviour Policy and it is quite rare but usually involves physical aggression towards staff or other pupils. CC added that the Headteacher must make the decision and the parents are brought in for a meeting which is documented carefully. Permanent exclusion can be the result of either a number of fixed term exclusions or one more significant incident.</p>		

- SEN up from 11.7% last year to 12.4% this year. CC noted that as part of the SEN review, she needs to send email details of the SEN link Governor(s). JW & JE are sharing the link governor responsibility for SEN and are happy for their details to be passed on, as necessary.

Attendance Data

- Compared with the same period last year and when talking to other Headteachers, Gusford has less issues than some have had. Generally, those that can attend are attending.

Staffing

- Staff testing has improved so the results are available quickly now.
- Staff short term absence is mainly owing to self-isolating or the period when waiting for a test result. The level of short term staff absence is low considering the current pressures on staff.
- Long term absence level is high owing to:
 - One Teacher on a phased return.
 - Site Manager being off for a considerable length of time and the impact on other staff to ensure locking, unlocking and COVID cleaning regimes are working. This is impacting on the budget for overtime etc.
 - Mid-day Assistants (MDA) absent and Teaching Assistants (TA) absent for a while.
 - Higher Level Teaching Assistant (HLTA) very unwell and in hospital, not related to pandemic.
 - Avoiding bringing in supply staff as it is an increased risk to introduce another person into the school.

JM asked if it is possible to have some comparative figures for staff absence including comparisons to national benchmarks. KH agreed to provide comparisons term by term going forwards and asked if the governors would like the data broken down into groups of staff. JM confirmed this.

Child Protection & Safeguarding

- Children in Care has increased. For some children there is quite an amount of paperwork to do and they get a little additional funding. Funded one to one tuition and breakfast club.
- Child protection data hope to produce more from 'My Concern' and the Trust are also looking at this so that they can have a Trust wide view of 'My Concern'. Will be good to see comparison to others for benchmarking.
- A lot of Designated Safeguarding Leads (DSL's) in school. Family Engagement Team (FET) do most but some referrals come in and another DSL must step in.
- Training is up to date and there will be an audit of the Single Central Record (SCR) this Friday. The report will be shared at the next meeting.

Premises

- Library roof had a substantial leak which soaked the carpet and damaged three bookcases of books. They have put in an insurance claim but had to pay for the roof repair in the meantime. Roof repair cost £1.5K but does include a 10-year guarantee.
- The LED lighting project is complete but there is an issue with the hall lighting which is being investigated whilst this meeting is taking place.
- Heating project completed but a lot of snagging to deal with including some areas of the school not being warm enough, so this is being investigated.
- Will take some time to finalise these projects, probably January.

LW noted that the swimming pool is still listed on the school website as a facility at the school but it has not been used in the last 2 years. CC explained that they are not taking the children to Crown Pools now and would like to get the pool running

again but need the 3-day staff training on the water treatment to take place first and this was cancelled owing to the pandemic. CC hopes to have this running and used fully in the Summer.

JE asked if the cost of all this is already in the budget and KH confirmed this.

JW asked how significant the heating cost is? CC advised that they have a new solar cover which was paid for by the FOG and this helps to maintain the temperature. CC would also like to get some nice photos when this is up and running properly to add to the website.

JM asked how many applications were received for the Site Manager role? KH confirmed there were six and they shortlisted three today for interviews on Friday. Current Site Manager is due to leave on 31st March 2021 so they are planning a January start for a managed handover.

JW asked if they will be Zoom interviews and KH advised that although all other interviews have been on Zoom, they want these applicants to do a site walk and to give them tasks to do.

2020 Data Report

CC summarised the Reception Data Report as follows:

- Some areas have dropped significantly but some are significantly better.
- Listening and attention, speaking, self-confidence and awareness are down quite a bit.
- Interpreted as impact of lockdown as they are not having the same level of interaction.
- Improving already and can see the positive plan of action.
- Accepted onto the Nuffield Early Language Intervention Programme.

SC asked if they are seeing the expected improvement from the targeted support that is already in place and CC confirmed that some is coming through now, adding that Maths is a real positive.

SC asked how this gets measured in EYFS as they don't do the PiXL tests and CC clarified that it is based on teacher assessment and the work they do in Tapestry.

CPD

- Staff accessing NVQ high level qualification.
- Number of staff doing their National Professional Qualification for Middle Leadership (NPQML).
- HC is doing NPQH and has submitted final assessment. Her project linked into the Reading work doing in school so very valuable to the school.
- Updates provided on other projects.
- HC and CC met with a student who is doing research into mindfulness and how this can support children in school. Will be the control group and hope we this will mean that we get a copy of research for future use.

Additional Governor Questions

JW asked how the decision is being made about where the COVID Catch up Premium will be spent and how it will be possible to demonstrate that the decision being made will have a positive impact on the children.

CC explained that they have only committed money so far to the Learning by Questions scheme and this was a decision made jointly with the Trust based on learning using this method during the lockdown and learning from other schools which have shown the impact that this has had.

CC has also registered the school's interest in an Academic Mentor post after finding out that the school are eligible owing to PP numbers. This is mostly funded by DFE and the school can fund the on-costs using the Catch up Premium.

Additionally, the Opportunity Area are providing some funded posts for Remote Support Assistants who would support any children learning from home or they can

provide support for catch up in classes, so CC has registered the school's interest in this.

CC confirmed that no other firm decisions have been made for this funding but anything will be discussed with the Trust. CC added that SLT will be looking at what the data tells them for where they want to focus support.

JW enquired further as to whether there would be some hard data on where the gaps are and CC confirmed that following the 2nd data drop, they will use that information to help make decisions.

JW asked for clarification of where the data drop comes from i.e., tests or teacher assessments? and CC clarified that this is from recent PiXL papers the results of which provide a benchmark against all other schools who use PiXL.

HC also explained that the data does provide deep analysis and that PiXL papers are completed by Year 3 to Year 5. Years 2 & 6 are based on the SAT's tests.

JW asked if they can then tell a parent specifically what their child has done? CC confirmed this and explained that it is good for target setting also, for individuals and whole classes.

SC asked what the time frame is for spending this funding and CC clarified that it is received termly but they don't have to spend it immediately and can roll it over. It is, however, necessary to publish their Catch up funding spending plan on the school website.

SC noted that there has been no notification to Parents of the changes to the governing body and asked if the school will be addressing this? CC confirmed that she will do this.

SC noted that the Parents evening was managed very differently this year owing to lockdown and she had been made aware that many parents were unhappy with how this was managed. What was the rationale for this unstructured method with no pre-booked appointments? PW explained that there was much discussion with teachers before making these arrangements and as they were unsure how long the calls would take and there was a lot of pressure on staff at this time, they made this decision. CC also explained that they had considered video calls, but this wasn't popular in the Parent survey compared to telephone calls. They will have better options in the new year following IT improvements.

SC asked what the feedback from teachers following this was like and how they felt this had gone. PW said that so far, the feedback was good but they still have the rest of this week.

JW complimented the teachers for how they managed these calls but felt the timeslot was very narrow for parents, particularly those at work.

PW explained that another issue with the phone calls was that teachers were staying in school to do these and this was stopping the cleaners doing their work so the slots had to be shorter.

JW added that if this reasoning had been communicated to Parents, it may have reduced the discontent and asked if it possible to judge what benefit to the child this parents evening may have had compared to previous parents' evenings. CC acknowledged that the child not being part of the meeting was not ideal.

JM suggested that a communication should be sent out to parents acknowledging the problems raised this time and reassuring parents that the method used will be reviewed for the next parents evening and this will be discussed further by JM and CC before the next one is due.

	<p><u>Actions Agreed</u></p> <ul style="list-style-type: none"> ● Staff absence comparison data to be provided each term. ● SCR audit Report to be shared at next FGB meeting. ● Governing Body membership changes and acknowledgement of issues with Parents Evening to be notified to Parents. 	KH	25/01/21
		KH	25/01/21
		CC	ASAP
7.	Presentation		
	<p><u>School Assessment & Achievement Meetings</u></p> <p>HC provided the presentation and shared the slides on her screen, summarising as follows:</p> <ul style="list-style-type: none"> ● Edison statements are designed to make it easier for teachers to plan and assess whether their learners are working at beginning, expected or deeper depth understanding against age relation expectations. ● ICan statements are mapped against national curriculum for reading, writing and maths. ● Broken down into KS1 and KS2 and cross referenced against teacher assessment framework. ● Broken down into year groups including Year 2 and Year 6 ITAF statements. ● Broken down into Foundational skills – need to know accurately and fluently – accurate, quick and accurate, accurate, quick and can apply it; and Conceptual skills - comprehension and application - with support, by self and then able to support others. ● Plugging gaps – quickly track back to plug gaps. ● Useful for planning interventions. ● More examples were explained. ● Teachers access on a weekly basis and can get a viewpoint on a whole class. ● Achievement summaries – good way of looking at a whole statement for whole class or cohort. Percentage shown of who have got a full understanding and who haven't yet. ● QLA's summary is excellent at identifying the relevant children, so can identify those to be taken to an achievement meeting to focus on what the barriers are to their learning. ● Fixed point assessment – judgement at a moment in time. Is child age related for this point in the year? ● Data analysis across subjects. Whole cohort but can filter down for analysis. ● Progress over time. Highlights in year problems that are impacting progress for individuals or whole class, year group etc. ● Progress bands – results can be shown from reception or individual years. ● Key information jargon list included in slides and these will be added to the drive after the meeting. <p>JM acknowledged how helpful this presentation was, adding that such a robust process is reassuring.</p> <p>JM asked who has access to use this and HC clarified that every teacher has a log on and is expected at the end of every term to update the mark books and make a final judgement.</p>		

8.	Budget [Standing Item]		
	<p><u>2020/21 Budget</u></p> <p>KH shared the spreadsheet and updated Governors as follows:</p> <ul style="list-style-type: none"> ● Have received the COVID Catch Up Grant but not had the Universal FSM funding yet. ● Increase in spending on Cleaning and Supply Teachers. ● Nursery numbers are down on forecast and catering income is down but rising now. Difficult balance with hot meals what works to keep safe. Dinner money dropped significantly at start of year. ● Site Manager is absent so are having to call out engineers more often. ● Brought in some ground maintenance staff for safety and paying out more overtime also. <p>JM asked what the current forecast for the year is? and KH confirmed that the forecast carry forward will now be reduced. She hopes that with a new Site Manager in post they will be able to rein back some of the additional costs. KH added that the budget is reviewed by The Trust regularly.</p> <p>JM asked CC if she is concerned about this and CC advised not at this stage.</p> <p>JW asked if we are forward planning for the expected deficit in the future? CC confirmed that this is one of the areas that they have asked for support from the Trust with, in respect of planning a restructuring.</p> <p>JW asked if governors will be made aware of future plans and CC explained that the communication starts with SLT and the Trust and is then shared with the Governing Body.</p> <p><u>COVID Expenditure</u></p> <ul style="list-style-type: none"> ● Continuous and necessary spend on sanitiser, soap, paper towels etc. ● Hand driers being fitted soon which will help with this and will see whether appropriate to roll out across the whole school. <p>SC asked if there is a plan in place for PP spending as this is not published on the website. HC explained that this is looked at by the end of this term for next year.</p> <p>SC noted that there were no figures in the Capital column and KH will investigate this and clarify at next meeting.</p>		
	<p><u>Actions Agreed</u></p> <ul style="list-style-type: none"> ● Missing information in Capital spending columns to be investigated and reported on at next FGB Meeting. 	KH	25/01/21
9.	School Visits & Link Governor Reports [Standing Item]		
	<p>The following virtual Visits/Meetings have taken place and reports been shared since the last meeting:</p> <p>JM thanked LW for her comprehensive reports.</p> <p><u>Nursery/Communications (LW)</u></p> <p>SC noted that there are only 12 children attending in the morning against a capacity of 26 and asked if this low figure is COVID related? CC noted that last year started low but confirmed that COVID has impacted also as parents are choosing to keep their younger children at home. However, this is the same at other schools. Staff have been redeployed in reception classes but there is less income with less nursery children. Relaunching for September 2021 and hoping to include afternoons again then.</p>		

	<p>LW explained that they had looked at strategic issues for the governing body to consider such as possible signage cost to advertise places and video for parents which may incur cost/time issues.</p> <p>SC suggested asking parents for assistance with this if they had the relevant skills and doing a localised mail out. CC highlighted that LW has drafted an article for the newsletter to publicise this. Additionally, a weekly twitter write up is now being done and very detailed blogs which are now going onto the website.</p> <p>SC asked if the blog can be linked to twitter for greater circulation and CC agreed to investigate this.</p> <p>JM asked if things were to get back to normal by Easter would we have capacity to reopen fully and CC confirmed that the staff are available for this.</p> <p>JM suggested that banners on the website could help also and CC agreed to look at this as she is currently responsible for all updates to the website.</p> <p>LW noted that the Nursery team are very positive and very keen to take on new ideas. She has arranged to meet up with the team again on Friday to look more at the learning side.</p> <p>East Anglia Anti-Racist Education Collective Conference (JE)</p> <p>JE noted that this was very thought provoking adding that they should be looking at the Trust for the lead on this.</p> <p>JE asked whether they know the demographic of the school and CC advised that they know the number of EAL pupils but not sure about their ethnicity.</p> <p>JE asked about records of ethnicity of the Staff also and CC advised that they have not got a very diverse staff at present.</p> <p>CC hopes the Trust will take a lead on this following this initial launch.</p>		
10.	Safeguarding [Standing Item]		
	<p>This item was covered under Item 6 of this agenda.</p> <p>SC asked if Governors could have some data about the type of incident as well as the number of incidents. HC noted that Behaviour and Anti-bullying is not all covered on ‘My Concern’ but she ensures that E-Safety is covered on this. All other bullying is recorded on a different system.</p> <p>JM asked if it was possible to have a report when there are spikes in behaviour that governors need to be aware of and showing what actions are being taken. HC agreed to provide this.</p>		
	<p><u>Actions Agreed</u></p> <ul style="list-style-type: none"> ● Report to be provided showing spikes in behaviour incidents and actions taken. 	HC	25/01/21
11.	Health and Safety [Standing Item]		
	<p>There were no Updates to provide.</p> <p>LW asked if the school has a cyber security incident plan and review process in place. KH advised that they are currently working with the Trust on moving servers so they will be more secure going forwards and confirmed that she works with ALT on critical incident reporting.</p> <p>JM asked how often Fire evacuation is practiced and KH advised this is termly.</p>		

12.	Policies and Papers for Acknowledgement/Approval		
	There were no policies to review in this meeting.		
13.	Any Other Business		
	<ul style="list-style-type: none"> ● CC and JM will decide on preparation for the next meeting which will focus on Ofsted preparation for Governors and will keep the agenda light apart from this. Everyone agreed to this plan. ● CC advised that she has sent some information out to Parents sharing what the school are trying to do to keep Christmas alive. This includes Staff recording themselves reading a Christmas story in the form of an advent calendar, each day, three Christmas jumper days (each Friday in December - in aid of food donations for the foodbank) and Decoration Day, making decorations to take home. ● On the last day of term, the Friends of Gusford have found an online panto to screen in each classroom in the morning, then Christmas lunch and a class party in the afternoon. ● The Christmas Tree in reception was donated to the school. ● Ipswich Clip'nClimb (indoor climbing centre) have offered three £50 vouchers for families who wouldn't be able to afford this activity. <p>JM asked how they would choose which families to help and CC explained that the FET Team will decide this based on their knowledge of all the families.</p> <ul style="list-style-type: none"> ● SC asked whether visits should be left until next term. It was suggested that PW may be able to arrange a Google meet on Monday and possibly another focusing on learning and behaviour before Christmas. This will be arranged outside this meeting. 		
	<p><u>Actions Agreed</u></p> <ul style="list-style-type: none"> ● Next meeting to focus on Ofsted Preparation for Governors. ● Google meets to be arranged for Link Governor contacts to take place. 	<p>JM/CC</p> <p>PW/SC</p>	<p>25/01/21</p> <p>ASAP</p>
14.	Date and Time of next meeting		
	The next Full Governing Body Meeting has been arranged for Monday 25th January 2021 @ 5.00pm via Zoom.		

The meeting closed at **7.45pm**.

Minutes Agreed:

Name:

Signature:

Date: